

**CITY OF HOBOKEN**

**ADDENDUM #1 TO RFP DOCUMENTS**

**RFP 17 – 07**

**Request for Proposals (RFP) – Professional Services  
NORTHWEST RESILIENCY PARK AND MUNICIPAL PARKING  
GARAGE PROJECT**

**This Addendum # 1, dated April 24, 2017** is issued to modify the previously issued RFP documents for RFP 17 - 07, and is hereby made part of the RFP documents. Please attach this Addendum #1 to the original documents in your possession, and ensure same is included in your submission Proposal.

**This addendum consists of the following:**

**A. Clarifications, Questions and Answers**

**Q1.** What is the total proposed project schedule? Can we assume 1 year for the 16 tasks outlined in the RFP?

**A1.** See Attachment 1 for the draft project schedule.

**Q2.** What tasks are meant to cover the parking garage in addition to the park? We are assuming you are looking for parking garage planning work to go through 30% design. Please confirm.

**A2.** The consultant shall prepare conceptual, preliminary, and final design plans, specifications, estimates and schedules for both the Northwest Resiliency Park and Municipal Parking Garage. A full task breakdown is as follows:

<b>Task</b>	<b>Project Component</b>
1 Monthly meetings with City and NJDEP/NJEIT (NJEIFP)	Park
2 Coordinate with NHSA	Park
3 Pre-Design Analysis	Park/Parking Garage
4 Project Website	Park/Parking Garage
5 Pre-Design Charrettes and Public Survey	Park/Parking Garage
6 Develop and Evaluate Alternatives (10%)	Park/Parking Garage
7 Traffic Study	Park/Parking Garage
8 Environmental Planning Document and NJEIT Application	Park
9 Final Conceptual Design (30%)	Park/Parking Garage
10 Preliminary Design (60%)	Park/Parking Garage
11 Construction Staging and Phasing Plan	Park/Parking Garage
12 Permits and Approvals	Park/Parking Garage
13 Final Design (100%)	Park/Parking Garage

14	Bid Specs, Estimates, and Schedules	Park/Parking Garage
15	Contractor Selection	Park/Parking Garage
16	Performance Monitoring and Asset Management Plan	Park

**Q3.** Does the city of Hoboken have a detailed site / topographic survey for the site? Or do we need to allot this work within our project proposal?

**A3.** As noted in Task 9 of the RFP, an as-built survey has been prepared for the Project Site and will be provided to the consultant. Therefore, the scope of work does not include a site survey. See Attachment 2 for the detailed site / topographic survey in PDF format. This survey shall be provided to the selected consultant in CAD format.

**Q4.** On page 30 of the RFP, under the sub-header “Professional Information and Qualification for this Project” within the PROPOSAL REQUIREMENTS section, there is language that mentions the “Vendor’s record with NJEIFP projects”. Could you please clarify what a NJEIFP project is?

**A4.** An NJEIFP project is a project financed through the New Jersey Environmental Infrastructure Financing Program (NJEIFP) state revolving loan (SRL) program. As noted in the RFP, the southern and central lots were acquired through a low-interest loan through the NJEIFP administered by the New Jersey Department of Environmental Protection (NJDEP)/New Jersey Environmental Infrastructure Trust (NJEIT). The City will utilize NJEIFP financing for the design and construction of the Northwest Resiliency Park. To that end, the City together with the LSRP and selected consultant will communicate and coordinate closely with the NJDEP/NJEIT throughout the duration of the project to ensure the Northwest Resiliency Park meets NJEIFP eligibility requirements. The City wishes to hire an integrated professional Planning, Engineering, LSRP, Urban Design, and Landscape Architecture team with a history of excellence in past performance working on NJEIFP projects.

**Q5.** Will there be a pre-proposal meeting regarding this RFP?

**A5.** There will not be a pre-proposal conference for this RFP.

**Q6.** Please confirm if the prime consultant is required to be a Professional Engineer and/or Professional Planner licensed in New Jersey, considering that construction documents are the final deliverable stated in this RFP?

**A6.** The City wishes to hire an integrated professional Planning, Engineering, LSRP, Urban Design, and Landscape Architecture team. The prime consultant can be a Planning, Engineering, Urban Design, or Landscape Architecture firm. All construction documents must be signed and sealed by a Professional Engineer licensed in the State of New Jersey.

**Q7.** According to item 1, RFP p. 2, sealed proposals shall be received by the City with a copy of the notice being attached hereto. Can you please clarify which “notice” shall be submitted with the sealed proposal?

**A7.** The notice is page 1 of the RFP, “Notice to Vendors.”

**Q8.** Can you please clarify whether a vendor is entitled to submit qualifications to the contractual terms noted in this RFP?

**A8.** The award of a contract to the selected consultant is subject to finalization of the contract terms. The terms of RFP 17-07 and the selected consultant's responsive proposal shall govern the contract, and no changes may be made without the prior written consent of both parties.

**Q9.** According to p. 12 of the RFP, a proposal may be rejected if it is "inappropriately unbalanced." Can you please specify the criteria based on which a proposal would be considered inappropriately unbalanced?

**A9.** A Vendor will be selected based upon responsiveness to the evaluation criteria established in the RFP (price and other factors being a consideration). "Inappropriately unbalanced proposal" normally applies to bid proposals; however, it may be applicable for this RFP. Example: Vendor submits a low bid proposal and then expects to submit change orders (contract amendments) in the middle of the contract.

**Q10.** Is the contract form available, regarding items 1 and 2 of pages 11 to 12.

**A10.** The contract form is not available at this time. The contract will be provided to the winning vendor (selected consultant). The award of a contract is subject to finalization of the contract terms.

**Q11.** Item 3, page 7 RFP, re: the obtaining of all applicable licenses or permits please clarify?

**A11.** Task 12 of the scope of work, as noted in the RFP, includes the preparation and submission of all completed permit applications necessary for the project to the appropriate regulatory agencies on behalf of the City of Hoboken. The consultant's price proposal shall include any additional fees or costs that the consultant wishes to charge back to the City with numerical costs included, such as fees for obtaining permits.

**Q12.** Are the monthly progress meetings expected to all be in person, and at what location?

**A12.** Monthly progress meetings are expected to occur in person at Hoboken City Hall.

**Q13.** Can the City tell us the firms that make up the design team hired by NHSA and whether they are precluded from being awarded this project for the City of Hoboken? Has the NHSA design team completed any work on the design of the subsurface detention basin? If so, can the City provide the status of this design work and the schedule?

**A13.** The design team hired by NHSA includes CH2M and Mott MacDonald. The City knows of no reason why these firms would be precluded from responding to this RFP. Per NHSA, the design team is currently in the information gathering, system analysis, and preliminary planning stages of the project; no design work has commenced. NHSA and the City of Hoboken will coordinate on the project schedule through Task 2 of this scope of work.

**Q14.** Will the City provide the venue for the Pre-Design Charrettes, or is it up the selected consultant to secure a meeting location?

**A14.** The City will provide the venue for the Pre-Design Charrettes.

**Q15.** Is the stormwater detention system alternative to be considered in coordination with the NHSA plans for potential sewer separation in the North End (Task 6) the one being designed by the NHSA design team? If so, which party will be responsible for developing the renderings, design drawings, estimates, specifications, and schedules for the stormwater detention system?

**A15.** For the purposes of proposals submitted in response to this RFP, consultants shall assume that both alternatives in Task 6 of the scope of work, as noted in the RFP, shall be designed by the selected consultant, including the stormwater detention system. The selected consultant shall be responsible for developing the renderings, design drawings, estimates, specifications, and schedules for the stormwater detention system.

**Q16.** For the NJDEP/NJEIT Level 2 environmental review, did the City complete a cultural resources review (archaeology and/or historic resources) for this project? If none was completed, has the NJDEP required the City to complete any cultural resources studies for this project, and if so what type(s)?

**A16.** The Level 2 Environmental Planning Document includes a Stage 1A Cultural Resources Survey (see Attachment 3). The Northwest Resiliency Park site (Blocks 103 and 107) is included in the Rebuild by Design - Hudson River (RBD-HR) Project as the BASF Site. A Phase IA archaeological resources assessment and Historic Architectural Eligibility & Effects Survey were completed for the [RBD-HR DEIS](#), included as [Attachment 5 Cultural Resources Technical Environmental Study](#). As noted in the RFP, the Northwest Resiliency Park project must comply with the mitigation measures in the forthcoming RBD-HR FEIS and as required by the Record of Decision. A programmatic agreement for cultural resources is under development for the RBD-HR project. The Northwest Resiliency Park project must comply with the programmatic agreement. No cultural resources surveys have been completed or are anticipated for the Parking Garage site (Block 113).

**Q17.** Will the City make its existing NJDEP/NJEIT Level 2 Environmental Planning Document available to bidders, or only to the selected consultant?

**A17.** Bidders should consult the RBD-HR DEIS for the most detailed environmental planning information available for the project site. See Attachment 3 for the NJDEP/NJEIT Level 2 Environmental Planning Document.

**Q18.** Are these project property parcels included in the City's Green Acres Program Recreational Open Space Inventory (GAP ROSI)?

**A18.** The project site parcels are not currently included in the City's ROSI. However, the NJEIFP loan is being financed by Hoboken's Open Space Trust Fund and the parcels that comprise the Northwest Resiliency Park (Blocks 103 and 107) will eventually be placed on the City's ROSI.

**Q19.** There is a reference to the “RBD Hudson River ROD;” can a copy of this ROD, or the NJ DCA requirements included in this ROD, be made available to bidders?

**A19.** The [RBD-HR DEIS](#) is available for public review. The FEIS and ROD are anticipated to be released in summer 2017.

**Q20.** For the NJDEP/NJEIT Level 2 environmental review public hearing, will the City, or selected consultant, publish the advertisement(s)?

**A20.** The City will publish all legally required newspaper advertisements.

**Q21.** Will the NHSA design team also perform the evaluation and design, including permitting, of the approach to handling any contaminated soils or groundwater within the area of the detention system? If yes, which firm will handle the approach to the impacted soils or groundwater, if any, under the garage and any area of the park which may not be underlain by detention system?

**A21.** The LSRP of record will be responsible for developing the cap/engineering control disturbance protocol, as well as the approach to historic fill management and disposal. Under the supervision of the LSRP of record for the site, the selected consultant will perform the evaluation and design of any required treatment of contaminated soils or groundwater below the project site affected by construction of the Northwest Resiliency Park, including the underground detention system in coordination with NHSA, and Parking Garage.

**Q22.** Can you provide links to the 2016 Excel Phase 1 Environmental Site Assessment, and the 2016 Remedial Investigation Report, including appendices, Soil Remedial Action Report, the Soil Remedial Action Permit and the Groundwater Remedial Action Permit.

**A22.** The Level 2 Environmental Planning Document (see Attachment 3) includes the following previous remedial action reports and documents: Remediation Agreement, Remedial Action Workplan, Phase IV, Phase III, Phase II, and Phase I reports. See Attachment 4 for the Soil Remedial Action Permit and Remedial Action Report. The Groundwater Remedial Action permit has not yet been issued.

**Q23.** Does Hoboken and NHSA intend to merge their respective projects design and specifications into one bid or will both projects be bid out separately? If they are to be bid out separately, which items will be grouped together?

**A23.** The City intends to bid the Northwest Resiliency Park together with the underground detention system. However, the City may choose to issue two bids, one for the Northwest Resiliency Park project component, including the underground detention system, and a second bid for Parking Garage project component. For the purposes of proposals submitted in response to this RFP, consultants shall assume that the scope of work for Task 14 includes one bid package for both the Northwest Resiliency Park, including the underground detention system, and Parking Garage project. The consultant make elect to provide an alternate price (i.e., separate from and in addition to the base price proposal) for preparing two separate bid packages, one for the Northwest Resiliency Park project component, including the underground detention system, and a second bid for Parking Garage project component.

**Q24.** Could the City award only the park design or the parking garage to a respondent to this RFP, or will both projects be awarded to a single respondent?

**A24.** The City wishes to hire an integrated professional Planning, Engineering, LSRP, Urban Design, and Landscape Architecture team for the design of both the Northwest Resiliency Park and Parking Garage. Therefore, the City intends to award both projects to a single Vendor. However, as noted in the RFP, the City reserves the right to not select any of the proposals; and/or select only portions of a particular Vendor proposal for further consideration and negotiation (the Vendor may specify portions of the proposal that they consider “bundled”). The City will make the award that is in the best interest of the City based on cost and other considerations.

**Q25.** Is there an up to date site survey which will be provided to the park/garage design firm as a CAD file? If not, is that survey to be included in the park/garage design bid?

**A25.** See A3.

**Q26.** Can the City provide the selected consultant with details on nearby borings and foundation plans for the surrounding structures?

**A26.** All soil boring information and geotechnical data gathered through the RBD-HR project are publicly available in the [RBD-HR Feasibility Study, Appendix C Geotechnical Data](#). The City shall provide the selected consultant with any nearby borings, geotechnical data, or foundation plans publicly available through site plans submitted to the Hoboken Planning Board.

**Q27.** Does the City’s current LSRP have all of the project site under his/her purview?

**A27.** Mike Meriney, Excel Environmental, is the LSRP of record for the entire project site.

**Q28.** The RFP seems to imply that this new procurement also requires LSRP services, which suggests that additional sites are involved or the prior-designated LSRP will be replaced by “our” LSRP. Please clarify.

**A28.** LSRP services are not part of the scope of work in this RFP. However, the City seeks an integrated team of Planning, Engineering, LSRP, Urban Design, and Landscape Architecture experts to ensure that the team has the requisite site remediation expertise to perform the evaluation and design, including permitting, of the approach to handling any contaminated soils or groundwater below the project site in close consultation with the LSRP of record for the project site.

**Q29.** Does the project include HUD funding and compliance requirements to be supported by our project team?

**A29.** The project does not include future HUD funding. However, the Northwest Resiliency Park site (Blocks 103 and 107) is included in the Rebuild by Design - Hudson River (RBD-HR) Project as a component of the Delay, Store, Discharge strategy. The RBD-HR Feasibility Study and EIS were funded by HUD Community Development Block Grant-Disaster Recovery funds. As such, the Northwest Resiliency Park project must comply with the mitigation measures in the forthcoming RBD-HR FEIS and as required by the Record of Decision.

**Q30.** Are there anticipated above-ground buildings or components of the NHSA detention facility? If so, what are the anticipated mechanisms and jurisdiction for coordination?

**A30.** NHSA has not yet commenced the design stage of its CSO reduction project, but it is anticipated that it will require a stormwater pumping station. The pumping station and/or other system features may have above-ground buildings or components. All questions related to design, construction, jurisdiction, operations, etc. of the NHSA CSO reduction project, will be coordinated through Task 2 of this scope of work.

**Q31.** Predesign phase seems to be driven by the scope of the NHSA project. What is our team's role in the predesign of the detention components of the site?

**A31.** Close coordination with NHSA will be required to obtain the information, data, and other "inputs" necessary to perform the Task 3 pre-design analysis. However, for the purposes of proposals submitted in response to this RFP, consultants shall assume that the entire Task 3 scope of work in the RFP shall be completed by the selected consultant.

**Q32.** Will the City disqualify any proposals that exceed the budget amounts specified in the RFP?

**A32.** Price proposals should consider that the design budget for the scope of work related to the resiliency park is \$2,000,000, while the design budget for the scope of work related to the municipal parking garage is \$600,000. However, the City will not disqualify proposals that exceed the budget amounts specified in the RFP.

**Q33.** Can additional direction be provided for the intended scope of the parking structure to allow for a tighter fee estimate – this includes the desired number of parking spaces, and the approximate square footage of non-parking uses desired within the facility?

**A33.** The space and needs analysis included in Task 3 of the scope of work, as noted in the RFP, should evaluate the optimal size of a parking garage (number of regular and ADA-accessible spaces) and the approximate square footage of non-parking uses potential non-parking uses. The consultant should be familiar with the City's Parking Master Plan as well as parking requirements for adjacent redevelopment areas.

**Q34.** Please delineate specifically the responsibilities of the City's LSRP and the bidder's LSRP.

**A34.** See A28.

**Q35.** Regarding the selection process post-RFP submission, what is the timeframe for the City to select a consultant or consultants to make the oral, in-person presentation (if needed)?

**A35.** The City anticipates reviewing proposals by May 31, conducting in-person presentations by June 15, and awarding a contract by July 15.

**Q36.** Does the requested scope of services include NJDEP reporting associated with modifying the existing engineering control or will these services be provide by the LSRP of Record?

**A36.** These services will be provided by the LSRP of record.

**Q37.** Is the engineering of an underground detention basin within the park the scope of the consultant or will the basin itself fall under the scope of the design engineer already contracted by NHSA?

**A37.** See A15.

**Q38.** What is the construction budget for Northwest Resiliency Park and for the Municipal Parking Garage?

**A38.** The construction budget will be established during the design process included in the scope of work in this RFP.

**Q39.** The total budget for this project is indicated as \$2.6 million (p. 29 of the RFP). Is all of this budget allocated for the planning, engineering and permitting process, or is some allocated for project construction. If the latter, what portion is for the planning, engineering and permitting process ONLY?

**A39.** The total budget on p. 29 of the RFP is for the scope of work in this RFP. None of this budget is allocated for project construction. See A 32.

**Q40.** Has the City identified future users of the parking garage?

**A40.** The City has not identified future users of the parking garage.

**Q41.** Does the City envision forming a community stakeholder committee as part of the public engagement process?

**A41.** The City envisions a broad public engagement and planning process reaching as many stakeholders in the Hoboken community as possible, rather than a community stakeholder committee.

**B. The proposal submission deadline of May 18, 2017 at 3:00 pm prevailing time will not be changed.**

This Addendum #1 will be sent to all vendors who have received the complete RFP package on or before the date of this Addendum #1, will be included in the complete RFP package on and after the date of this Addendum #1, will be published in the newspaper, and will be posted on the City of Hoboken website.

There are no other changes to the RFP documents as part of this addendum.

ATTEST:

Date: April 24, 2017

---

AL B. Dineros, QPA  
Purchasing Agent



**CITY OF HOBOKEN**

**ADDENDUM #1 TO RFP DOCUMENTS**

**RFP 17 – 07**

**Request for Proposals (RFP) – Professional Services  
NORTHWEST RESILIENCY PARK AND MUNICIPAL PARKING  
GARAGE PROJECT**

**ACKNOWLEDGMENT OF RECEIPT OF ADDENDA**

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (Initial)
<b>Addendum # 1</b>	<b>April 24, 2017</b>	_____
_____	_____	_____
_____	_____	_____

**No addenda were received:**

Acknowledged for: \_\_\_\_\_

(Name of Bidder)

By: \_\_\_\_\_

(Signature of Authorized Representative)

Date: \_\_\_\_\_

Name: \_\_\_\_\_

(Print or Type)

Title/Position: \_\_\_\_\_

**CITY OF HOBOKEN**

**ADDENDUM #1 TO RFP DOCUMENTS**

**RFP 17 – 07**

**Request for Proposals (RFP) – Professional Services  
NORTHWEST RESILIENCY PARK AND MUNICIPAL PARKING  
GARAGE PROJECT**

**Attachment 1: *Draft* Project Schedule**

**CITY OF HOBOKEN**

**ADDENDUM #1 TO RFP DOCUMENTS**

**RFP 17 – 07**

**Request for Proposals (RFP) – Professional Services  
NORTHWEST RESILIENCY PARK AND MUNICIPAL PARKING  
GARAGE PROJECT**

**Attachment 2: Project Site Survey**

**CITY OF HOBOKEN**

**ADDENDUM #1 TO RFP DOCUMENTS**

**RFP 17 – 07**

**Request for Proposals (RFP) – Professional Services  
NORTHWEST RESILIENCY PARK AND MUNICIPAL PARKING  
GARAGE PROJECT**

**Attachment 3: NJDEP/NJEIT Level 2 Environmental Planning Document**

**CITY OF HOBOKEN**

**ADDENDUM #1 TO RFP DOCUMENTS**

**RFP 17 – 07**

**Request for Proposals (RFP) – Professional Services  
NORTHWEST RESILIENCY PARK AND MUNICIPAL PARKING  
GARAGE PROJECT**

**Attachment 4: Soil Remedial Action Permit and Remedial Action Report**